



PARKS AND RECREATION COMMISSION
Minutes of Regular Meeting of October 3, 2018
City Council Chambers, One Twin Pines Lane, Belmont, CA

CALL TO ORDER: 7:05 PM.

ROLL CALL

Commissioners Present: Block, Bortoli, Cotten, Foehr, Fox, Hosmer Raddavero, Mittelstadt, Michaels

Staff Present: Parks and Recreation Director Shearer, Administrative Assistant Clark

PLEDGE OF ALLEGIANCE

Led by Chair Mittelstadt

COMMISSIONER ANNOUNCEMENTS / AGENDA AMENDMENTS

Commissioners Raddavero and Hosmer announced Save the Music would be on 14th and Water Dog Run on the 13th of October.

Commissioner Michaels thanked the Parks and Recreation Department for holding the three Movie Nights and also announced the Twin Pines Master Plan committee has been making progress.

Commissioner Bortoli announced the Senior Advisory Committee had an ice cream social in August and voted to begin the welcoming committee portal that will be consist of a checklist that will be developed for the volunteers.

CONSENT CALENDAR

September 5, 2018 Draft Minutes

ACTION: On a motion by Commissioner Michaels, seconded by Commissioner Foehr, the minutes were unanimously approved.

ITEMS OF BUSINESS

Teen Program/Voices/YAC Update

Recreation Supervisor, Michael Moran provided a presentation of the Teen Program, Volunteers Outreach Involvement Community Events & Services (VOICES), and Youth Advisory Committee (YAC) updates and what's approaching. Barrett Community Center, Room G was improved by installing new lighting, floors and mirrors. The Teen Zone purchased an exercise bike that blends smoothies, a cornhole game set, and a checker and chess table that would be utilized for the Teen Zone. The Teen Zone also acquired: cooking equipment, and ping pong tables, and will be offering Yoga Fridays, and Tutor Tuesdays. The Teen Zone will be hosting Ping-Pong tournament on October 24th. YAC held their first meeting last Thursday and has established a new logo, bylaws, and officer roles. YAC will be participating in a YAC social next Thursday and will be assisting at Library's "election night out" event. VOICES will be writing a letter to City Council and Parks and Recreation Commission to raise awareness about VOICES activities and services. VOICES will be participating

in community leadership projects including: National Night Out, Coastal Cleanup Day, Water Dog Run, and Save the Music Festival. Moran highlighted the three Movie Night in September, raffle prizes, event sponsors, and participant attendance. Moran provided an update on new winter and spring programs that will be: Kidz Love Soccer in the mornings, Art in the Park, Irish Dancing, Beginning Calligraphy, Silicon Valley for You, Mega Math, Techsplosion, Spring break, and Ski week camp. Moran announced Camp SOAR registration would open January 9th and Aquatics registration open on February 1st. Moran provided a preview of programs for next year. The programs that will be offered are: Get Hooked on Fishing, Belmont's Got Talent, Egg Adventure Hunt, Father-Daughter Dance, Mom & Me Memory Box Workshop, and Trail Hiking Basics.

Commissioners asked questions and comments on the update and what's approaching:

- Commissioners Block, Bortoli, Cotten, Michaels, and Foehr, commended the new programs and activities.
- Commissioner Bortoli shared that he is pleased to see returning members for the YAC and VOICES.
- In response to Commissioner Cotten, Shearer stated the Save of Music band would be Journey Tribute Band and additional bands throughout the event.
- In response to Commissioner Michaels, Moran stated the new floors at Barrett could be used for other programs.
- Commissioner Michaels suggested notifying Nesbit and Sandpiper School in regards to the services we offer at the Teen Zone.
- In response to Commissioner Michaels, Moran stated we could increase email marketing to past participants for future events.
- In response to Commissioner Foehr, Moran stated that there are five dance programs at Barrett.
- In response to Commissioner Foehr, Moran stated the yoga on Fridays was funded by the grant from the County.
- Commissioners Fox and Hosmer suggested ways to offer new programs in Belmonts open space.
- In response to Commissioner Hosmer, Moran stated the grant funds are for the Teen Center.
- In response to Commissioner Raddavero, Moran stated cornhole board would be staying at the Teen Zone.
- In response to Commissioner Mittelstadt, Moran stated VOICES are involved in community outreach and volunteering while YAC is connected to developing leadership skills, civic engagement, policies, and resolutions.
- In response to Commissioner Mittelstadt, Moran stated we could have signage for Waterdog Lake for better directions for the fishing event.
- Commissioner Michaels suggested having a dog walk program to explore open space.

Parks and Recreation Commission Priorities

Director Shearer presented the priorities for the Parks and Recreation Commission to review and discuss the projects to determine future importance. Shearer proposed to gather and collect ideas from Commissioners by November 21st, and would then send the priorities as a packet to the Commissioners. At the December meeting, the Commissioners would determine what to eliminate or keep and the remaining items would be force ranked. The finalized priorities would be presented to City Council.

Commissioners asked questions and comments on the priorities:

- In response to Commissioner Block, Shearer stated on the December Commission meeting the Commissioners would review and determine by vote if any items should be removed or remain.
- In response to Commissioner Michaels, Shearer stated that funding is not mandatory to place an item on the list.
- Commissioner Michaels shared his concerns in regards to having a lengthy list of the priorities that might be including things along the master plans.
- Commissioner Foehr suggested adding a row to report back to the Commissioners following City Council priority-setting is completed.
- Commissioner Hosmer commented that the process may cause discord, although it may be valuable to the master plans.
- Commissioner Hosmer suggested in formulating ideas from the community to receive feedback on future priorities.
- In response to Commissioner Hosmer, Shearer stated that the Cottage upgrade will be funded by the Park Boosters donation.
- Commissioners Raddavero and Mittelstadt suggested in having a completion date and estimation column.
- Commissioners Michaels and Mittelstadt suggested in having the parks audited and feedback from the staff.

Director Shearer provided additional information in regards to the Parks and Recreation priority projects:

- Staff is still gathering input and working on necessary permit approvals for the Sports Complex. Staff will be meeting with sports leagues before providing a list of plan changes to the Sports Complex architects.
- Twin Pines Master Plan outreach has been successful. The sketched plan proposal will be presented at the Water Dog Run and Save the Music.
- Four finalist architect firms had been selected for the Barrett Community Center Master Plan.
- The Placemaking, utility box and public arts initiative is the City plan to introduce more art throughout Belmont.
- The planters and seating at the Old Emmett are pending due to the product availability.
- Utility boxes are still being painted.
- Fall Community Tree planting is on November 1st at 3:30 pm.
- Tree giveaway application deadline is the end of this month.
- O'Donnell Playground drawings and specifications are being prepared.
- The Joint Use Agreement with Belmont-Redwood Shores School District will be re-negotiated.
- The Parks and Recreation Commissioner Workshop is on October 20th.
- Installation of the scoreboards should be completed sometime this fall.
- The kiln has not yet found a new home.

OTHER BUSINESS / UPDATES

Director Shearer announced that the Belmont Park Boosters had donated \$10,000 for a shade structure at O'Donnell Park and \$1,500 to upgrade the lighting in the Cottage.

Director Shearer shared a presentation with the department highlights including:

- There is a new signage at Barrett Community Center to alert dog owners and sports leagues to check field condition in the event of rain.
- At the Community Garden, the Girl Scouts created a greenhouse with plastic bottles, and a new bench was installed.
- Petting zoo and pony rides were held at the Belmont Community Learning Center Preschool and Day Care.
- Additional outreach was held for the Twin Pines Master Plan at the Senior and Community Center, Fun Fit Family Day and Starbucks. On October 16, there will be community outreach at Senior Club.
- Five new leaves were placed as we honored five volunteers for the Giving Tree.
- Asphalt was placed at Barrett Community Center to improve the transition from the sidewalk to the play area.

Director Shearer announced next Wednesday would be a free hearing test at the Senior and Community Center, October 16 is the next poetry reading night, and there will be a Veteran's Day event. Shearer proposed a process in regards to emails sent to the Parks and Recreation Commissioners email. Shearer stated that senders will now receive an auto-response. All communication received before or after the agenda packets being mailed out will be handed out to the Commissioners before the meeting and will be in chronological order. In addition, emails received before or after the meeting will be filed with the minutes and in the agenda binder for anyone to view through before or during the Commission meeting.

Commissioner Questions and Comments

- In response to Commissioner Michaels, Shearer stated in future agendas will include Twin Pines Master Plan, Sports Complex update, Senior Services update, an update on trees, and e-bikes.
- Commissioner Michaels suggested in having a City website update.
- Commissioner Block offered to provide a presentation to demonstrate the function of the bike pump track.
- Commissioner Cotten stated will continue to contact Oracle regarding possible pump track location.

ADJOURNMENT: 8:41 PM.

Brigitte Shearer
Parks and Recreation Director